



# Florida Department of Transportation

JEB BUSH  
GOVERNOR

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Tallahassee, Florida 32399-0450

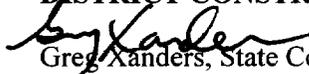
THOMAS F. BARRY, JR.  
SECRETARY

**THIS MEMO IS EXPIRED**

September 20, 1999

**MEMORANDUM NO: 29-99**

**TO: DISTRICT CONSTRUCTION ENGINEERS**

**FROM:**  Greg Xanders, State Construction Engineer

**COPIES:** Gale Page, Archie Montgomery, Jim Musselman, District Bituminous Engineers, David Wang

**SUBJECT: UTILIZATION OF CQR FOR RECOVERED VISCOSITIES OF RECYCLE MIXES**

It has been noted on some projects that the reporting for the recovered viscosities of recycle mixes is not handled through the CQR system. In order to correct this problem, the project personnel should handle the sample transmittal in accordance with the following process which was established in 1992 :

1. Project personnel shall complete the sample transmittal card in accordance with the attached instructions.
2. Forward the appropriate portion of the card to their Resident Office so that the CQRTS06A screen can be completed.
3. The remaining portions of the card should be sent with the sample to the State Materials Office in Gainesville for testing. Results of the viscosity tests will then be entered on the CQRTS07A screen by the State Materials Office.

Please furnish the attached instructions again to all Resident and Consultant CEI Offices in your District for their use.

If you have any questions concerning this matter, please contact Pat Upshaw at (SC)642-3207 in the State Materials Office in Gainesville.

GX/dw  
Attachments

P.O. OR JOB NO.	①	PAY ITEM NO.	②
MATERIAL NO.	③	SAMPLE NO.	④
DATE SAMPLED	⑤	STA FROM	⑥
STA TO	⑦	SAMP FROM	⑧
RDWAY SIDE	⑨	OFFSET DIRECTION	⑪
REFERENCE LINE	⑩	MAINLINE	⑫
PLANT OR PIT NO.	⑬	QUANT REP	⑮
INTENDED USE OR PART OF STRUCTURE PLACED	⑭		

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ROAD NO. \_\_\_\_\_ DISTRICT NO. \_\_\_\_\_ COUNTY \_\_\_\_\_ SECTION \_\_\_\_\_  
 CONTRACT \_\_\_\_\_ SAMPLED BY \_\_\_\_\_  
 MATERIAL DESC. \_\_\_\_\_  
 MANUFACTURER OR PRODUCER (NOT JOBBER) \_\_\_\_\_  
 SOURCE (PLACE FROM WHICH SHIPMENT WAS MADE) \_\_\_\_\_  
 GRADE \_\_\_\_\_ BATCH NO. \_\_\_\_\_  
 LOT NO. \_\_\_\_\_ LAB NO. \_\_\_\_\_ DESIGN MIX NO. ⑯ \_\_\_\_\_  
 SLUMP \_\_\_\_\_ % AIR \_\_\_\_\_  
 PRODUCERS: CMT. \_\_\_\_\_ F.A. \_\_\_\_\_ C.A. \_\_\_\_\_  
 \* RETARDANT \_\_\_\_\_ FLY ASH \_\_\_\_\_  
 REMARKS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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SUBMITTED BY \_\_\_\_\_ PHONE \_\_\_\_\_  
 ADDRESS \_\_\_\_\_

RECYCLED PAPER 

### INSTRUCTIONS FOR COMPLETING THE SAMPLE TRANSMITTAL CARD FOR VISCOSITY SAMPLES OF RECYCLE MIXES

1. **Job No.** - The 11-digit State Project Number (FM Number). For a multiple project job, show the project number on which the material was placed.
2. **Pay Item No.** - The Pay Item Number must be written exactly as it appears on the project Job Guide Schedule. Spaces count as digits. List all Pay Item Numbers that the sample represents.
3. **Material No.** - A four character code obtained from the project Job Guide Schedule. For all viscosity samples on recycle mixes, regardless of type, the material number is 122A (122 is incorrect).
4. **Sample No.** - Each sample of mix will require its own Sample Transmittal Card and will require its own sample number (e.g. S1001, S1002, etc.).

NOTE: Sample Numbers **cannot** be duplicated when using the same Material Number on the same project. In order to prevent duplication, Sample Numbers should be numbered sequentially according to mix type. Examples are as follows:

Type S-I	S1001, S1002, S1003..... S1999
Type S-II	S2001, S2002, S2003..... S2999
Type S-III	S3001, S3002, S3003..... S3999
ABC-1	B1001, B1002, B1003..... B1999
ABC-2	B2001, B2002, B2003..... B2999
ABC-3	B3001, B3002, B3003..... B3999
SAHM	L1001, L1002, L1003..... L1999
Type II	L2001, L2002, L2003..... L2999
Type III	L3001, L3002, L3003..... L3999

Sample Numbers should always be sequential, regardless of whether or not a different mix design or Pay Item Number is used. Once a Sample Number is used on a project, it should not be reused on that project with the same Material Number.

5. **Date Sampled** - Date the sample was taken.
6. **Station From** - Fill in N/A.
7. **Station To** - Fill in N/A.
8. **Sample From** - Truck
9. **Roadway Side** - Leave blank.
10. **Offset** - Leave blank.
11. **Offset Direction** - Leave blank.
12. **Mainline** - Leave blank.
13. **Reference Line** - Fill in N/A.
14. **Intended Use** - Defines how the material represented by the sample is used. Examples: shoulder, leveling, overbuild, 2" structural, friction course.
15. **Quantity Represented** - The accumulative (running total) tonnage for each mix type.  
• Total tons produced shall be kept separate for each type mix. The quantity shown should only represent recycle mix, not virgin mix.

Example:

<u>Sample No.</u>	<u>Mix Type</u>	<u>Mix Design No.</u>	<u>Running Total</u>
S1001	S-IR	QA 88-1111	760
S1002	S-IR	QA 88-1111	1325
S1003	S-IR	QA 92-2222	2305
S3001	S-IIIR	QA 90-1555	580
S3002	S-IIIR	QA 90-1555	1890
S3003	S-IIIR	QA 90-1555	2508
S3004	S-IIIR	QA 90-1555	3870
S1004	S-IR	QA 92-2222	3570

16. Mix Design No. - Example: QA 89-3557
17. Plant No. - Identification number assigned to each plant producing asphalt mix for the Department. These facility numbers can be obtained from the District Bituminous Engineer.

All other information on the sample transmittal card should be filled out as needed.

NOTE: A contact person and their phone number would also be very helpful.